

Bus Arrangements and Code of Conduct

Please read, complete and return to the school office by _____

Name of child	
Address	

Community (please tick)	Kōwhai	Tī Kōuka	Mānuka	Toetoe	Tōtara (WMI)

My child will be travelling on the following bus (please tick):

D120529: Edendale Bus	
D120528: Old West Coast Bus	
D120530: Newtons Road Bus	

On the following days (please tick):

DAYS	AM	PM
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		

Please note below if bus arrangements change on different weeks (eg, for children who have more than one home)

Bus Vests will be issued to all children who use our school buses. They remain the property of the school, and need to be returned at the end of Term 4. Please keep bus vests clean and tidy throughout the year. A \$15 charge will be made if bus vests are lost or damaged.

PLEASE INFORM US OF ANY CHANGES IN BUS ARRANGEMENTS BY PHONE OR BUS NOTICE
(a supply of bus notices are kept in the office).

Bus notices must be handed into the office by 9 am. Failure to do so will result in a delay to departures.

**If you have any questions or concerns regarding school buses, please contact Moira McKendry in the first instance
(moira.mckendry@westmelton.school.nz) Thank you.**

Bus Vest No: _____

West Melton School
Code of Conduct for Buses

This Code of Conduct is between _____ (student), _____ (caregiver), Go Bus (bus operator), and West Melton School.

The caregiver and the student should ensure they have read and understood this document, which is to be adhered to for the safety of the bus driver and all students travelling on the school bus.

I, _____ (student), agree to abide by the behavioural expectations described below:

- I will wear my bus vest when I travel to and from school by bus.
- I will remain in my seat, facing forward for the whole journey.
- I will place my bag on the floor by my feet.
- I will not eat or drink on the bus, or throw anything inside or out of the bus.
- I will respect other students and their property at all times (this includes pushing, verbal or physical abuse, or any other behaviour that may distract the bus driver).
- I will use socially acceptable language when conversing with the bus driver and/or other students and I will not speak at a volume that may distract the driver.
- I will respect the property of the bus operator at all times (eg, refrain from standing on seats or vandalising the vehicle in any way).
- I will not engage in any behaviour that could put the driver or other students at risk.
- I will observe the requirements and instructions of the bus driver and the teacher/s responsible for bus duty at all times.
- I understand that any damage I cause to the bus will result in my caregiver being billed for the cost of repairs.
- I will not use mobile phones, iPads or other technology on the bus.
- If I want to wear a mask on the bus, I can.

The safety and comfort of everyone on the bus depends on a standard of behaviour and consideration for others that is expected in the classroom. We hope that caregivers will support the school in maintaining these standards of behaviour.

IF THIS CODE IS BROKEN:

- The student will be placed on a daily report for one week and the caregiver will be notified immediately.
- If no improvement is evident after one week, an interview will be arranged between the student, caregiver(s), and school.
- If there is still no improvement, travel on a school bus will be withdrawn, and the caregiver will be required to find alternative transport to get the student to school.
- In extreme cases of misbehaviour the privilege of travelling on a school bus could be withdrawn immediately.

AGREEMENT

I agree to abide by the conditions of this contract and understand the consequences if I do not.

Signed _____ (Student) Signed _____ (Caregiver)

Date _____